



Starter Punch-List

Commercial

Revised April 2016

Plan Page	Included Y/N?	
<input type="checkbox"/>	<input type="checkbox"/>	CD containing electronic copy of plans in NAD 1983 state plane coordinates
<input type="checkbox"/>	<input type="checkbox"/>	Name of project and 3 hard copy sets of plans
<input type="checkbox"/>	<input type="checkbox"/>	Owner's name and address (Name of the 24hr contact)
<input type="checkbox"/>	<input type="checkbox"/>	Land Disturbing Application
<input type="checkbox"/>	<input type="checkbox"/>	PE seal and signature on each page
<input type="checkbox"/>	<input type="checkbox"/>	Vicinity map/North arrow and scale
<input type="checkbox"/>	<input type="checkbox"/>	Total acres and total disturbed acres for project
<input type="checkbox"/>	<input type="checkbox"/>	Current zoning and setbacks
<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed contours
<input type="checkbox"/>	<input type="checkbox"/>	Three phase E, S & PC plan if greater than one acre disturbed
<input type="checkbox"/>	<input type="checkbox"/>	Soils study or copy of soil survey
<input type="checkbox"/>	<input type="checkbox"/>	Utility sheets and profiles (if necessary)
<input type="checkbox"/>	<input type="checkbox"/>	Landscaping plan
<input type="checkbox"/>	<input type="checkbox"/>	Water Calculations
<input type="checkbox"/>	<input type="checkbox"/>	Sewer Calculations
<input type="checkbox"/>	<input type="checkbox"/>	Hydrology Report
<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic Calculations including ditch calculations
<input type="checkbox"/>	<input type="checkbox"/>	Traffic Study or narrative stating why one is not needed
<input type="checkbox"/>	<input type="checkbox"/>	Hydrology Report
<input type="checkbox"/>	<input type="checkbox"/>	Location of sensitive areas, to include: state waters, wetlands, flood plain, etc. <u>OR</u> Statement that there are none located within 200 feet